

**Municipal Comprehensive Plan  
Annual Report**

**Name of Municipality:**      **The Town of Fenwick Island**

**Date of Plan Certification:**   **November 2007**

**Date of Report:**                **July 31, 2008**

1. Please state the municipality's accomplishments in implementing its comprehensive plan over the last year.

The Town has signed, with the other major southern coastal towns, an agreement to support and to assist with funding a new ambulance service to take effect 1/1/09 when Millville Volunteer Fire Company discontinues service to this area.

2. Title 22, Chapter 7, Section 702, Del Code requires that within 18 months of comprehensive plan adoption, lands be rezoned in accordance with the land uses provided for in the comprehensive plan. Has this process been completed? If not, why? When is it expected to be complete?

There is no call for major and/or significant rezoning in the Town's Plan. In time, the Town may implement overlays to encourage development/redevelopment in certain areas. This may cause a change in zoning that will be addressed at that time.

3. Has any land been annexed into the municipality since the adoption of the comprehensive plan or the last annual report? \_\_\_\_\_ Yes      X   No

# of annexations:   -0-  

# of acres annexed:   -0-  

Please list any annexations during this time period.      N/A

4. The annual report is the municipality's opportunity to submit any plan corrections or minor plan amendments to the Office of State Planning Coordination for review. Does the municipality have any such corrections or minor amendments to offer at this time? If yes, please describe. (Please note that any amendments to a certified comprehensive plan may be subject to review under the Preliminary Land Use Service. Major plan amendments may require a more thorough review and/or update of the comprehensive plan).

The Town does not propose, at this time, any corrections or minor amendments.

5. Please review the recommendations and implementation items in your comprehensive plan. Indicate on the list which items are complete, underway, or not yet started. Also if there are other comments to add, please include them.

■ Immediate and/or Ongoing Implementation Goals

- 1.1— Use the US Census and DE Population Consortium estimates as a starting point for determining the Town's demographics. Coordination meeting - A Carson meeting w/census coordinators; acquired data; P Schuchman review census data and correct
- 1.3—Maintain the current orderly growth pattern. Discussions in progress.
- 1.4—Influence peak seasonal population through limits on occupants per bedroom for rental properties. No Action
- 2.1—Strengthen the existing residential zoning code provisions. Review current code; Presentation re 30' Height Restriction – various methods of measuring presented; No action at this time pending public workshop 7/21/08; Review building permit term and fines; Change front set back requirement to 10' for commercial properties; Restricts residential to 25' when built in commercial zone; Second reading pending; Increase term and allow for 6 month extension. Conditions and penalties reviewed and adjusted; Possible reading June 2008 Council meeting.
- 2.3—Maintain the single-family detached use as a permitted use within the residential zone district. No Action Required.
- 2.4—Review the Town's existing services and potential demand increases to determine year-round needs. Review in progress.
- 3.2—Work with Sussex County as its Comprehensive Plan is updated. Meetings on-going with Town Manager.
- 3.3—Reinforce the current general land use pattern of commercial and public uses along SR 1 and residential use throughout the remainder of town. No action at this time.
- 5.1—Take proactive steps to improve roadway safety. Discussions in progress.
- 5.2—Promote a safety-oriented culture. Discussions in progress.
- 5.11—Evaluate the Town's preparedness for emergency response. Coordination meeting -R Mais in contact w/G Bunting to review current plan; Town participates in NIMS; Emergency generator in place; New ambulance service contract signed
- 5.12—Support the Recycling Committee's efforts in considering the expansion of the existing recycling program. - Information given out to all property owners in summer "parking" packet; Publicized in local newspapers and at town hall; Hosted speaker from DSWA at Environmental Committee Meeting 2/08
- 7.2—Provide "leadership-by-example" in all town government activities by reducing the Town's Ecological Footprint. - Proposed smoking ban in Town owned vehicles; Proposed filter for tap water vs. bottled water at town hall; Proposed Rain Barrel demonstration project for town hall
- 7.3—Preserve, protect and restore the dunes, beach and ocean. Beach Clean up 5/17/08; Proposed ban on smoking on the beach pending results of Bethany Beach program



- 7.4—Preserve, protect and restore the bay and canals. Continue participation in CIB Oyster program for the bays; Proposed cleanup project for lagoons; Considering demonstration projects for natural plantings along canals
- **Short Term Implementation Goals**
- 1.2—Update the (Population and Demographic) estimates on an annual basis using a standard method. No plan as of this date
- 2.2—Review residential design standards. Public workshops scheduled in June & July 2008 to review current measurement standards.
- 2.6—Explore methods of providing employee-occupied rental units on commercial properties and/or participate in a regional attainable housing program. In Charter & Ordinance May-June 2008; Proposed change to one (1) apartment per lot per building; Min size 1200sf Max size 1500sf livable space
- 2.7—Create a Cultural and Historic Commission. Coordination Committee formed at Council request to explore topic; Planning Commission has determined that a subcommittee will be sufficient at this point in the process.
- 3.1—Reinforce the determination of an Area of Concern. Discussions in progress.
- 4.1—Consider an optional overlay district for the SR 1 commercial area. No action at this time.
- 4.2—Provide direction to DelDOT regarding update of the proposed Pedestrian Plan. - Discussions w/DelDot; They have not updated plan; Requested they review to downscale and reduce cost; Suggested demonstration project; DelDot may provide technical assistance
- 4.3—Create incentives to preserve older beach cottages and other historic and cultural resources. No action at this time.
- 4.4—Establish intergovernmental agreements to enable joint planning for the area surrounding incorporated Fenwick Island. No action at this time.
- 4.5—Cooperate with Sussex County to work with the State Historic Preservation Office to review and update their list of potential resources. No action at this time.
- 4.6—Create green building guidelines, methods and strategies. Discussions in progress.
- 4.7—Create design guidelines for architecture that employ green building considerations. Discussions in progress regarding Town Hall building redesign.
- 4.8—Create design guidelines for site and landscape improvements that employ green building considerations. No formal action at this time; Charter & Ordinance proposal pending to reinforce 10' rear yard building limit for commercial and shall include a green buffer area planted and maintained with semi-mature vegetation (June 2008)
- 4.9—Develop an improved sidewalk and parking plan that reduces vehicle miles traveled. Discussions in progress.
- 5.3—Fold the transportation goals of DelDOT's Pedestrian Plan into comprehensive improvements for the SR 1 corridor through an Overlay District. No Action
- 5.4—Enact appropriate regulations and ensure an adequate enforcement capabilities. No action at this time.
- 5.5—Establish strong intergovernmental relationships to manage recreational desires of nonresidents without impact to the Town. FI Lifeguard contract w/DNREC to provide service to contiguous State managed beaches (1-yr.); Other activities TBD
- 5.9—Establish service plans and manage their implementation. No action at this time.
- 5.10—Support the Emergency Operations Center to better coordinate the diverse jurisdictional plans. No action at this time.
- 5.13—Create an open space master plan and a process for acquiring and/or protecting these lands. No action at this time.
- 6.1—Inventory historic and cultural resources. Coordination Meeting 2/20/08; Planning Commission to petition Council to request formal house-to-house survey by State; Meeting w/State Historian; Town must determine what it's focus is; Continue efforts to photo-document town in current state pending formulation of plan. Will go to subcommittee.

- 6.3—Ensure that houses are reasonably sized. Discussions in progress.
- 6.4—Develop additional standards for site development. (ST/Planning Commission) No action at this time.
- 7.1—Educate all residing, visiting and doing business within the Town as to the area's special environmental protection, preservation and restoration needs. Activities on-going.

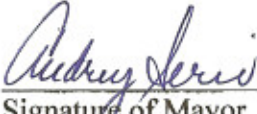
▪ Long Term Implementation Goals

- 1.5—Mitigate potential impacts of planned population growth through improving efficiencies in existing infrastructure and services. No Action
- 1.6—Balance potential impacts of planned population growth with potential benefits of additional community members. (LT/Town Council) No Action
- 2.5—Cooperate with regional efforts to provide attainable housing. Discussions in progress.
- 5.6—Establish strong intergovernmental and interagency relationships to ensure aquifer system protection and the establishment of a backup system. No Action
- 5.7—Develop plan to determine and prioritize recreational improvements. No Action
- 5.8—Identify funding sources to acquire, improve and maintain new recreational amenities. Research on-going.
- 6.2—Develop a comprehensive signage program that draws, in part, upon and reinforces town history. (LT/Planning Commission) Discussions in progress.

6. Are there any planning issues that the municipality is currently facing for which the Office of State Planning Coordination may be able to offer technical or financial assistance? (Livable Delaware Grants are available for development and implementation of comprehensive plans) If yes, please describe below.

The Planning Commission anticipates Council's approval to begin research and discussions toward establishing a "pattern book" for construction guidance. We look forward to assistance from your Office in this endeavor and in formulating a Master Plan to further guide development/redevelopment. We anticipate these activities to begin within the next Fiscal Year.

On behalf of the Town of Fenwick Island, I respectfully submit this comprehensive plan annual report to the Office of State Planning Coordination. The information contained in the report is correct and complete.

  
\_\_\_\_\_  
Signature of Mayor

7-9-08  
\_\_\_\_\_  
Date

Audrey Serio  
\_\_\_\_\_  
Printed Name of Mayor